



LIJO A. GEORGE

ACCOUNTANT

(MBA QUALIFIED)

ABOUT

I am an experienced financial management accountant seeking a full-time position in the field of industrial or non-industrial financial institutions, where I can apply my knowledge and skills for continuous improvement.

WORK EXPERIENCE

ACCOUNTANT

Kavumkal Granites Pvt Ltd | Sep 2019 - Aug 2020

- Managed billing.
- Prepared books of accounts.
- closing of books of accounts.

ACCOUNTANT

Complete Accounts and Tax Solution (CATS) | Sep 2020 - Sep 2021

- Preparing and auditing books of accounts of various entites.
- E-filing returns under GST

EDUCATION

Master of Business Administration in Financial Management

Bharathiar University, Coimbatore | 2017 - 2019

Marks 65%

Bachelor of Commerce in Computer Applications

M .G. University, Kottayam | 2014 - 2017

CGPA 1.76

CERTIFICATIONS

Tally ERP 9 with GST

M S Office (Word,Excel,Power point)

DOCUMENTS

PASSPORT

Passport Number : T9608222

Date of Issue : 22/10/2019

Date of Expiry : 21/10/2029

Place of Issue : COCHIN

DECLARATION

I do hereby declare that the above information given by me is correct to the best of my knowledge and belief.

CONTACT

P: +971-0568995153 (UAE)

: +91-8086442917 (IND)

E: lijoageorge19@gmail.com

PERSONAL INFORMATION

Date of Birth : 13 June 1996

Nationality : Indian

Gender : Male

Marital Status : Single

Religion : Christian

OBJECTIVES

"I seek challenging opportunities where I can fully use my skills for the success of the organization"

- Ability to work as both Individually and in a group setting
- Ability to complete tasks within time set
- Customer service skills
- Ability to priorties and manage multiple tasks within given time

PERSONAL SKILLS

- Creative spirit
- Reliable and professional
- Time management
- Team player
- Fast learner

LANGUAGES

English

Malayalam

Hindi

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